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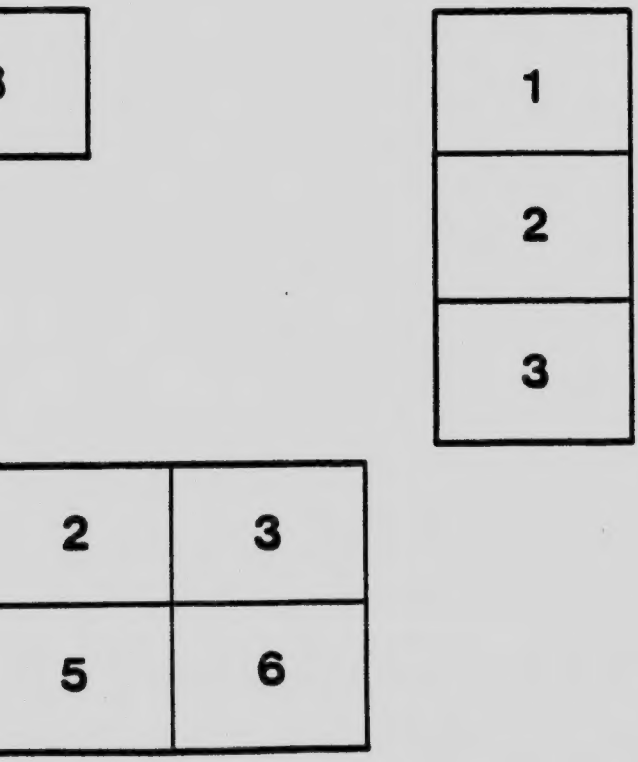

BY-LAWS

OF

GOLDEN RULE LODGE NO. 5

A. F. & A. M., Q. R.

STANSTEAD PLAIN, QUEBEC

MELL
12604

BY-LAWS

OF

GOLDEN RULE LODGE NO. 5

A. F. & A. M., Q. R.

STANSTEAD PLAIN, QUEBEC

Revision of 1911

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BY-LAWS.

I. DUTY TO GRAND LODGE.

This Lodge fully acknowledges the supremacy of the Grand Lodge of Ancient, Free and Accepted Masons of Quebec; and will at all times, pay respect and obedience to its Laws, Rules, Orders and Regulations.

II. REGULAR MEETINGS.

The Regular Meetings of this Lodge shall be held on the Tuesday on or before the Full Moon of every month, and also on the Festivals of St. John the Baptist and St. John the Evangelist, (or should they fall on a Sunday, then on the following day) at such hour as the Master shall appoint, of which the Members shall be duly notified.

III. EMERGENCY MEETINGS.

Emergency Meetings may be held as provided by the Book of Constitution; but should a Lodge of Emergency be called at the solicitation of a Brother, for his own benefit or advancement, all the expenses of the Meeting shall be defrayed by him.

IV. ELECTION OF OFFICERS.

The elective Officers of this Lodge shall be annually elected at the Regular Meeting immediately preceding the Festival of St. John the Evangelist, and on the day of that Festival (or should it fall on a Sunday then on the following day); the election of the Master being first confirmed, all the Officers elective and appointed shall be installed and invested.

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V. REGULARITY OF ATTENDANCE.

To secure that regularity so highly necessary for the good government of a Lodge, it is expected that every Officer will attend punctually at the hour named for the Meetings, under penalty of censure by the Master, unless exonerated by some reasonable excuse or cause of absence.

VI. CLOTHING.

Brethren shall at all times appear, when in Lodge in the proper Masonic Clothing, as prescribed by the Book of Constitution.

VII. DISCUSSION.

Every Brother, when speaking, shall address himself to the Master; and no Brother shall speak twice to the same question, unless in explanation or the mover in reply. No Motion shall be entertained unless it be duly proposed and seconded, and shall be made in writing if any member request it. No new business shall be entered upon after eleven o'clock at night.

VIII. VISITORS.

No Visitor shall speak to any question without leave of the Master, nor shall he, on any occasion, be allowed to vote. During his continuance in the Lodge he shall be subject to its By-Laws.

IX. INITIATION AND JOINING FEES, &C.

The Fee upon Initiation shall be Twenty-five Dollars, which shall be in payment of the three Degrees in Craft Masonry, and the Grand Lodge Fees for Registration and Certificate. The fee for a joining

Member shall be Four Dollars to include the Fee for Registration, but should he require a Grand Lodge Certificate, he must pay an additional sum of Two dollars. In every instance, the Member who proposes the Candidate, is responsible for the whole Fee, which must be paid before Initiation or Admission. But the sum of Five dollars must accompany the Application in every case of an application for the degrees of Masonry, and the sum of Four dollars must accompany an Application for Affiliation.

X. CONFERRING DEGREES, &C.

Any Brother not Initiated in this Lodge may be Passed or Raised in it, after having been admitted a Member by a Regular Ballot, for the sum of Five dollars for each Degree unless such Degrees are conferred at the request of the initiating Lodge, in which case, no charge shall be made. And provided always that the said Brother produces satisfactory proof of having been initiated or passed, as the case may be, in a Regular Lodge. The proposer is responsible for the fee, which must be paid before the Degree is conferred.

XI. BALLOTING.

No person shall be initiated in, and no Brother shall be admitted a Member of the Lodge, or have Degrees conferred upon him, as provided for in By-Law No. 10, if on the Ballot Two (2) Black Balls appear against him, but to prevent mistakes, the Master may direct the Ballot to be forthwith taken a second time which shall be final. But no discussion thereon shall be permitted or allowed after the first ballot has been taken.

XII. NON-ATTENDANCE AFTER BALLOT.

Should any Candidate who has been approved for initiation, not attend for that purpose, within six months after being notified by the Secretary of the Lodge, he must (before he can be initiated) be again proposed and a fresh ballot must be taken.

XIII. RE-ADMISSION OF MEMBERS.

Should any Member retire from the Lodge or cause his name to be erased from the Books, he shall not be re-admitted without a ballot and joining fee, as fixed by By-Law No. 9.

XIV. WITHDRAWAL OF MEMBERS.

Any Member desirous of withdrawing from the Lodge, shall signify the same at a Regular Meeting, either personally or in writing to the Secretary, and if in good standing and his dues are all paid, upon his resignation being accepted, a certificate to that effect shall be furnished him, if required by the Secretary under the Lodge Seal.

XV. HONORARY MEMBERS.

No Brother shall become an Honorary Member of this Lodge until he has been regularly proposed and seconded at one Regular Meeting, and he must be elected by unanimous Ballot at the next Regular Meeting, and be subject to such restrictions as are provided by the Constitution.

XVI. LIFE MEMBERS.

Any Member desirous of becoming a Life-Member of this Lodge in accordance with the terms of the

Abrogate

Constitution of the Grand Lodge of the Province of Quebec, allowing such, may do so upon payment of the sum of Fifty dollars; but any Life-Member so created shall still be liable for the annual payment of the sum of Fifty cents or such other sum as shall be determined by the Grand Lodge, towards the Benevolent Fund.

raised successively to $5.00 & then to $5.00 — written 6.00

XVII. LODGE DUES.

The Annual Subscription of each Member, except the Secretary, who shall be exempt, shall be ~~Two dollars and fifty cents~~, whether he be absent or present, and be payable semi-annually in the months of June and December of each year, by equal proportions.

XVIII. ARREARS OF LODGE FEES AND DUES.

Any Member who neglects payment for one year of his dues shall be notified by the Secretary and again at the end of the ensuing three months, and any Member who shall remain in arrears and become indebted for two years' dues may, after special Notice from the Secretary to appear at the next Regular meeting as provided for by the Constitution of Grand Lodge, Quebec, Art. 241, be suspended for non-payment of dues. Such Member so suspended can be reinstated only by two-thirds vote of the Lodge at a Regular meeting and after the payment of all such arrears, and the signing by him of the By-Laws is hereby declared to be an acknowledgement by each Member that he considers these dues a debt due to the Lodge. Notice of Motion for such restoration having been given at the previous Meeting and all the Members duly notified thereof.

XIX. COMMITTEES FOR GENERAL PURPOSES, AUDITS, &C.

The Master on the day of his installation, shall appoint three Brethren a Committee, whose duty it shall be to audit the Treasurer's accounts, and certify to their correctness, and at all times to maintain a general supervision over the finances and property of the Lodge. He shall also appoint all other such Committees as may be from time to time necessary. They shall choose their chairman and have power to exact the attendance of Members of the Lodge, to give such information as such Committees may deem essential. They shall enter their proceedings in a Book and report through the Master to the Lodge. The Audit Committee shall make an Annual report on the Festival of St. John the Evangelist.

XX. CHARITABLE COMMITTEE.

The Worshipful Master and Wardens shall be a standing Committee on Charity, and shall have the power at any time to draw upon the Treasurer, through its Chairman, the Master, for any sum, not exceeding Five dollars for charitable purposes, and report the same at the next Regular Meeting of the Lodge.

25.00 suggested

XXI. PROPERTY, JEWELS, &C.

The Books, Papers, Jewels, Paraphernalia and Furniture of every kind, belonging to the Lodge, being at all times vested in the Master and Wardens for the time being, they are responsible for the same. They shall be annually examined previous to the installation of the Officers elect, and an inventory of

them shall be kept in the Minute Book of the Lodge. The Master shall annually insure the property of the Lodge, for such sum as the Lodge shall direct.

XXII. DISPOSAL OF FUNDS AND PROPERTY.

No part of the funds of this Lodge shall be expended except for monthly or other necessary working expenses, without the approbation of a majority of its Members present at the meeting when the vote is taken. Neither shall the Furniture, Jewels, Paraphernalia and other property of the Lodge be sold, alienated or in any way disposed of, except by the unanimous consent of the Members, after due Notice of such proposed Sale or alienation having been given to all members of the Lodge.

XXIII. GENERAL.

Relating to the Duties of Officers.

The Master.

Beyond the Ancient charges and Regulations, and the duties laid down in the Book of Constitution, the Master is responsible for the safe keeping of the Warrants and other Lodge Records, Books and Papers, and with the Wardens, holds all the Furniture, Jewels, Paraphernalia and other property of the Lodge, in Trust for the Members, and shall see to the efficient insurance of the same, against loss by fire. He shall sign all orders on the Treasurer for ordinary expenses of the Lodge and be *Ex-Officio* a Member of all Committees.

The Senior Warden.

Beyond the regular duties appertaining to his office, the Senior Warden shall, under the Master, specially see to the safe and proper keeping of the Jewels, Paraphernalia and Furniture of the Lodge, and shall examine the inventory of the same immediately before entering into office. He shall be assisted by the Stewards.

The Junior Warden.

Beyond the regular duties appertaining to his office, the Junior Warden shall attend to the necessary arrangements for refreshments on all ordinary occasions and is Ex-Officio Chief of the Stewards.

The Chaplain.

The duties of this Officer are to be inferred from the title of his Office, and it is very desirable to have his punctual and regular attendance.

The Treasurer.

The Treasurer shall receive all monies of the Lodge and discharge accounts for ordinary expenses duly signed by the Master and Secretary, as well as orders signed as aforesaid, for the payment of any sum voted by the Lodge for a special purpose, and orders of the Charitable Committee. He shall keep Books in which his receipts and disbursements shall be regularly entered, so as to exhibit at one view the balance in his hands at every Regular Meeting. The Account with the Grand Lodge shall be kept separate and distinct, and the Grand Lodge dues handed by him to

the Master for transmission to the Grand Secretary. His accounts and vouchers shall be annually submitted to the Audit Committee at least one week previous to the Festival of St. John the Evangelist, and the balance in his hands shall be transferred to his successor in office on that day, unless the Lodge shall then otherwise direct.

The Secretary.

The Secretary shall keep a faithful record of the proceedings of the Lodge and preserve in proper order all papers and documents relating thereto. He shall keep a correct register of the Members and their respective accounts with the Lodge. He shall sign all authorized certificates and affix the Lodge Seal thereto, issue all necessary notices and summonses for meetings, &c., and countersign all orders and charges of the Master. He shall prepare all returns required by the Grand Lodge, and notify every Committee of their appointment and the nature of their duties. He may receive monies for the Treasurer, transferring the amount to him without deduction, before the next Regular Meeting, and shall generally discharge all other duties appertaining to the office of a Secretary.

The Director of Ceremonies.

The Director of Ceremonies shall see that the Lodge is properly prepared, that all brethren appear in Lodge in the Clothing prescribed by the Book of Constitution and to the best of his ability, that every Brother when in Lodge, or at refreshment is placed according to his station.

XXIV. LIBRARY.

The Worshipful Master and Wardens, together with the Secretary, shall be a Library Committee, to solicit contributions of Books, and select and purchase such works as they may deem advisable from funds voted by the Lodge for that purpose. The Secretary shall be Librarian, shall issue the Books to Brethren, and see that they are returned within two months from the time they are taken out. No Brother shall take or have more than one volume at a time, nor keep it longer than two months. Any Brother who loses or damages any Book so taken shall replace it by a similar Book, equally as good, or pay the value thereof or the value of the damage done. The Librarian shall keep a book containing a list of all the volumes in the Library, to whom lent, and at what date they were taken and returned.

XXV. THE TYLER'S DUTIES AND FEES.

The Tyler shall deliver when required all Summonses and other Notices to the Members. He shall see that the furniture and ornaments of the Lodge are kept in good order, and perform all such other duties as may be directed by the Lodge or its officers, for which he ~~shall be exempt from dues~~, and shall receive such ~~further~~ remuneration as shall be ~~annually~~ voted him. by a resolution of the Lodge

XXVI. SIGNING OF BY-LAWS, COPIES, &C.

These By-Laws when fairly written in a Book shall be signed by the Master and Secretary, and have the seal of the Lodge affixed. Every Brother is also

to sign them as a Declaration of submission to them, and one copy, together with a copy of the Book of Constitution shall be delivered to each member free of expense, but should he require another copy he shall pay twenty-five cents for the By-Laws and fifty cents for the Book of Constitution, towards the general funds of the Lodge.

XXVII. ALTERATION OF BY-LAWS. REPEAL.

No alteration shall be made in these By-Laws, unless by a Notice of Motion given at a Regular Meeting, which shall be duly entered on the Minutes, for the next Regular Meeting, when the proposed alteration shall come on for discussion, and on a resolution regularly moved and seconded being passed in favor thereof, by two-thirds of the votes present, it shall become law when sanctioned by the Grand Master. These By-Laws shall take the place of those heretofore governing this Lodge, which are hereby Repealed.

The foregoing By-Laws were adopted in open Lodge at a Regular Communication of Golden Rule Lodge No. 5, A. F. & A. M., held on the eleventh day of April, A. D. 1911.

(Signed) B. B. MORRILL,
Worshipful Master.

(Signed) C. I. MOULTON,
Secretary.